

NOTE: SEE INSTRUCTIONS ON REVERSE SIDE <b>Approved For Release 2000/08/25 : CIA-RDP58-00453R000200180004-1</b> <b>REPRODUCTION REQUISITION</b>											
ORDERED BY (PERSON)			BUILDING			ROOM		PHONE		THIS DATE	
BRANCH OR OFFICE			DIVISION			SECTION				DATE JOB REQUIRED	
[REDACTED]			J			1707		3436		20 January 1954	
Office of General Counsel										28 January 1954	
TYPE	SIZE	NUMBER OF ORIGINALS	COPIES REQUIRED ON EACH	TOTAL NUMBER OF COPIES	PRINT	BINDERY	DISPOSITION OF STENCILS, NEGATIVES, PLATES, COPY, ETC.				
PHOTOSTAT	8 1/2 x 3 1/2	4	NEG. 1 POS. 2	4	ONE SIDE	ASSEMBLED	RETURN				
PHOTOGRAPHY			NEG.		TWO SIDES	UNASSEMBLED	RETAIN				
MICROFILM			PRINTS		HEAD TO HEAD	FASTENED	DESTROY				
OZALID			NEG.		TUMBLE HEAD	PUNCHED	ESTIMATED MONTHLY USAGE				
COMPOSING			PRINTS		PAPER	PADED					
OFFSET PRINT					KIND	COLOR					
MIMEOGRAPH					INK	PERFORATED	CLASSIFICATION				
ADDRESSOGRAPH					COLOR	NUMBER					
					REMARKS:						
					Please return originals Do not classify photostats or originals.						
					STATINTL [REDACTED] Administrative Officer, OGC						

DATE JOB RECEIVED  
 SCHEDULED DELIVERY

DELIVERY RECEIPT  
 THE SERVICE ORDERED ON THIS REQUISITION RECEIVED  
 28 January 1954

FORM NO. 36-  
 JUL 1950

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#### INSTRUCTIONS

Submit this requisition in triplicate for each type of job. The blue copy will be returned with the date of its receipt and the requisition JOB NUMBER indicated.

Always refer to requisition JOB NUMBER when inquiring about work.

When requesting reruns reference should be made to the prior JOB NUMBER under "Remarks."

Name, building, room, phone, etc. appearing at the top of the requisition should be that of the person most familiar with the job.

Determine definitely what is wanted before sending copy for reproduction. Rebuilding a form in proof is expensive, often costing more than the original composition.

(OVER)

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